# CAPITAL PROJECT FUND (CIP) 430

## BUDGET SUMMARY AND HIGHLIGHTS:

$1,144,375 in expenditures is budgeted in 2017. This year's budget is funded primarily by county fund transfers in the amount of 1,049,375 and approximately $95,000 of grant funds for the remainder.

## FUND DESCRIPTION:

The Capital Improvement Projects Fund is designed for special one-time capital expenditures. The projects should:

1. Not involve operating expenses.
2. Provide long term savings for the county.

The CIP Funds keeps one-time expenses out of operating budgets making monitoring easier.

The CIP Fund is a five-year planning tool allowing for forecasting of project expenditures assisting with planning and decision-making.

PROJECT DETAIL BY DEPARTMENT: Explanations are available in the pages that follow. To ensure a sustainable budget $461,000 in expenditures were removed from consideration. Some of these projects will be under consideration in 2016, some will be recommended again in 2018. Work continues on many of these projects for further refinement.

**General Fund:**
County Board: $82,000

1. $20,000 is included for updated microphones. Parts for the current equipment cannot be replaced.
2. $2,000 is included for four IPAD replacements.
3. $50,000 for Security upgrades in various offices.
4. $10,000 for an office space study focusing on office locations, space needs, security, efficiency and customer utilization.

Clerk of Courts: $10,500
5. $500 Replacement Office Chair

6. $10,000 Courtroom Equipment Upgrades. In 2016 upgrades to AV equipment included video and polycom replacements. Audio enhancements were not made. This will provide funding for audio if required in 2017.

County Administrator: $500
7. $500 iPhone

District Attorney: $500
8. $500 Chair

County Clerk: $1,300
9. $1,000 Conference Expenses
10. $300 Credit Card Machine

Land Records: $20,000
11. $20,000 Upgrade mapping system to HTML5

Courthouse: $104,329 (Original request $157,607).

12. $825 Floor Scrubber/Grout Cleaner
13. $9,900 Lawn Tractor for Snow-blowing
14. $10,000 LED lightbulbs, 500
15. $35,000 Dome repair
16. $5,000 Woodwork Restoration (year 4)
17. $13,132 Jail air conditioning (old part of jail)
18. $7,500 Annex Restroom Upgrades
19. $3,000 IT office renovations (carpet, paint)
20. $30,000 Jail Cell IH toilet, sink, shower control upgrades
21. $1,500 Powder coat railings on front courthouse steps
22. $1,600 window shades for Land Conservation and IT Departments

Register of Deeds: $43,250
23. $43,250 Converting paper to digital images and hard drive for image export (Reduced $10,000 expended in 2016).

Sheriff: $111,706. (Original request $185,173)

24. $8,000 Cameras for mezzanine jail cells
25. $30,000 Card Reader System
26. $1,700 Dispatch Chair
27. $8,000 Laptop mounts in vehicles.
28. $26,000 Recreation Officer Boat, eligible for DNR reimbursement.
29. $1,500 Night Vision for squads

30. $3,000 Portable Radio
31. $3,000 Squad Video Camera
32. $5,000 Rifle Resistant Shield
33. $7,500 Swat Gear
34. $3,000 Bullet Proof Vests (Grant funded)
35. $15,000 WISCom Recorder

Emergency Management: $179,201 (original request, $236,000)

36. $15,000 Local Government antenna/coax line
37. $11,000 Propane tanks @ 3 tower sites for generator support
38. $3,200 Ceiling Tiles/Broadband Fiber for Safe Room
39. $150,000 WISCOM Hillside site, 5 repeaters, combiners

Health Department: $70,000 (original request, $106,000)

40. $70,000 Hydrogeological Atlas for the County
41. $5,000 Equipment, Furniture, Carpeting

Tourism/Fair: $36,351
42. $1,000 Fencing, Orange
43. $400 Light Sensor
44. $400 Pneumatic T-post pounder
45. $3,000 Additional Stalls
46. $20,000 Electric (circuits, panel, RV receptacles, meter, bury wires, horse barn upgrade)
47. $1,500 Exhibit Hall Upgrades
48. $1,500 Rabbit/Poultry Upgrades (electric, water, exhaust)
49. $1,500 Sand filter for wells
50. $1,500 Shower Upgrade, repair leak
51. $2,500 Upgrade Barn Doors
52. $1,000 Beef Barn Masonry
53. $2,050 Fiber Optic, Fairgrounds

UW Extension: $357

54. $357 Standing mats for standing desks

Land & Water Conservation: $44,800
55. $5,000 Farm Succession Program
56. $36,000 Field Edge Monitoring (75% paid by grant funding)
57. $800 iPad
58. $3,000 Well Abandonment, to match DATCP funds. (10 wells closures).

Information Technology: $272,074 (Original request, $319,647).

59. $13,000 3 Year McAfee Security Renewal
60. $85,000 Backup hardware and software
61. $3,500 Medium Duty Scanner for Document Management
62. $7,000 Security Assessment
63. $126,500 Storage, Host, virtual upgrades
64. $9,073 Windows10
65. $28,000 Document Management System

Forestry:  $110,503 (Original request, $365,200)

66. $7,500 Informational Trail Signs
67. $20,000 Mooring Dock Twin Bear
68. $8,000 Access Ramp Delta Campground
69. $50,000 County Trail Development Project
70. $10,000 Overflow parking, Twin Bear
71. $15,000 Recreation Planning

Human Services:
72. $52,000 WISSIS Financial Client provider software replacement

**BAYFIELD COUNTY**

| Account | Account Description | 2014 Actual Amount | 2015 Actual Amount | 2016 Adopted Budget | 2016 Estimated Amount | 2017 Department | 2017 Administrator | 2017 County Board | 2017 Co Bd/2016 Adopted |
|---|---|---|---|---|---|---|---|---|---|
| **Fund** | **430 - Capital Projects Fund** | | | | | | | | |
| REVENUE | | | | | | | | | |
| Department | **00 - General Fund** | | | | | | | | |
| 43584 | Server Virtualization Grant | .00 | 10,000.00 | .00 | .00 | .00 | .00 | .00 | |
| 43586-001 | Middle Eau Claire Lake Dam Grant | .00 | 85,874.98 | .00 | .00 | .00 | .00 | .00 | |
| 43590-004 | ARRA Clean Transportation Grant | 600.00 | .00 | .00 | .00 | .00 | .00 | .00 | |
| 48900 | All Other Revenue | 20.00 | 1,500.00 | 1,000.00 | 47,000.00 | 47,000.00 | 47,000.00 | 69,000.00 | 6,900 |
| Department | **00 - General Fund** Totals | $620.00 | $97,374.98 | $1,000.00 | $47,000.00 | $47,000.00 | $47,000.00 | $69,000.00 | 6900% |
| Department | **13 - Land Records** | | | | | | | | |
| 43518 | LIDAR / Aerial Imagery | .00 | .00 | .00 | 200,000.00 | .00 | .00 | .00 | |
| 48530-002 | LIDAR/Aerial Imagery Partner Donations | .00 | .00 | 35,000.00 | 35,000.00 | .00 | .00 | .00 | |
| Department | **13 - Land Records** Totals | $0.00 | $0.00 | $35,000.00 | $235,000.00 | $0.00 | $0.00 | $0.00 | 0% |
| Department | **14 - Court House** | | | | | | | | |
| 43291 | Generator Project Grant $ Received in 2015 | .00 | 79,625.00 | .00 | .00 | .00 | .00 | .00 | |
| 43508 | Special Improvements | .00 | .00 | .00 | .00 | .00 | 500.00 | 500.00 | |
| Department | **14 - Court House** Totals | $0.00 | $79,625.00 | $0.00 | $0.00 | $0.00 | $500.00 | $500.00 | +++ |
| Department | **17 - Sheriff** | | | | | | | | |
| 43216 | COPS Pictometry Grant | .00 | .00 | .00 | .00 | .00 | 5,000.00 | 5,000.00 | |
| 43526-103 | Bulletproof Vest Grant | 1,690.00 | 375.00 | 1,500.00 | 1,675.00 | 1,500.00 | 1,500.00 | 1,500.00 | 100 |
| 43526-104 | Traffic Stop Data Collection Grant | .00 | .00 | 3,000.00 | .00 | .00 | .00 | .00 | |
| Department | **17 - Sheriff** Totals | $1,690.00 | $375.00 | $4,500.00 | $1,675.00 | $1,500.00 | $6,500.00 | $6,500.00 | 144% |
| Department | **18 - Emergency Management** | | | | | | | | |
| 48500 | Donations | .00 | .00 | 100,000.00 | 10,000.00 | 19,000.00 | 19,000.00 | 19,000.00 | 19 |
| Department | **18 - Emergency Management** Totals | $0.00 | $0.00 | $100,000.00 | $10,000.00 | $19,000.00 | $19,000.00 | $19,000.00 | 19% |
| Department | **23 - Tourism** | | | | | | | | |
| 43519 | Cap Imp Safe Building Grant-Fair | .00 | 277,797.50 | .00 | .00 | .00 | .00 | .00 | |
| Department | **23 - Tourism** Totals | $0.00 | $277,797.50 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ |
| Department | **34 - Forestry** | | | | | | | | |
| 43577 | Broadband Expansion Grant | .00 | 19,282.00 | .00 | .00 | .00 | .00 | .00 | |
| 48900 | All Other Revenue | 77,500.00 | .00 | .00 | .00 | .00 | .00 | .00 | |
| Department | **34 - Forestry** Totals | $77,500.00 | $19,282.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ |
| Department | **70 - Capital Projects** | | | | | | | | |
| 48900 | All Other Revenue | .00 | 7,012.25 | .00 | .00 | .00 | .00 | .00 | |
| 49201 | Transfer from Other Funds | 409,340.00 | 815,376.00 | 989,675.00 | 989,675.00 | 1,847,508.00 | 1,108,775.00 | 1,049,375.00 | 106 |
| 49301 | Fund Balance Applied | .00 | .00 | 93,683.00 | .00 | .00 | .00 | .00 | |
| Department | **70 - Capital Projects** Totals | $409,340.00 | $822,388.25 | $1,083,358.00 | $989,675.00 | $1,847,508.00 | $1,108,775.00 | $1,049,375.00 | 97% |
| | REVENUE TOTALS | $489,150.00 | $1,296,842.73 | $1,223,858.00 | $1,236,350.00 | $1,868,008.00 | $1,181,775.00 | $1,144,375.00 | 94% |
| EXPENSE | | | | | | | | | |
| Department | **00 - General Fund** | | | | | | | | |
| 50310 | Office Supplies | .00 | .00 | .00 | 356.00 | .00 | .00 | .00 | |

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BAYFIELD COUNTY

| Account | Account Description | 2014 Actual Amount | 2015 Actual Amount | 2016 Adopted Budget | 2016 Estimated Amount | 2017 Department | 2017 Administrator | 2017 County Board | 2017 Co Bd/2016 Adopted |
|---|---|---|---|---|---|---|---|---|---|
| **Fund 430 - Capital Projects Fund** | | | | | | | | | |
| EXPENSE | | | | | | | | | |
| **Department 00 - General Fund** | | | | | | | | | |
| 50820 | Capital Improvements | 4,752.22 | 168,060.32 | .00 | .00 | .00 | .00 | .00 | +++ |
| | Department **00 - General Fund** Totals | $4,752.22 | $168,060.32 | $0.00 | $356.00 | $0.00 | $0.00 | $0.00 | +++ |
| **Department 01 - County Board** | | | | | | | | | |
| 50810 | Capital Equipment | .00 | 1,550.00 | 4,500.00 | 4,500.00 | 22,000.00 | 22,000.00 | 22,000.00 | 489 |
| 50820 | Capital Improvements | .00 | .00 | .00 | .00 | 262,051.00 | 60,000.00 | 60,000.00 | |
| | Department **01 - County Board** Totals | $0.00 | $1,550.00 | $4,500.00 | $4,500.00 | $284,051.00 | $82,000.00 | $82,000.00 | 1822% |
| **Department 02 - Clerk of Courts** | | | | | | | | | |
| 50310 | Office Supplies | 775.00 | .00 | .00 | .00 | .00 | .00 | .00 | |
| 50810 | Capital Equipment | 1,094.49 | 625.49 | 58,000.00 | 68,500.00 | 500.00 | 500.00 | 500.00 | 1 |
| 50820 | Capital Improvements | .00 | .00 | .00 | .00 | 16,000.00 | 16,000.00 | 10,000.00 | |
| | Department **02 - Clerk of Courts** Totals | $1,869.49 | $625.49 | $58,000.00 | $68,500.00 | $16,500.00 | $16,500.00 | $10,500.00 | 18% |
| **Department 06 - Coroner** | | | | | | | | | |
| 50310 | Office Supplies | 309.96 | .00 | .00 | .00 | .00 | .00 | .00 | |
| 50810 | Capital Equipment | .00 | 1,045.00 | .00 | .00 | .00 | .00 | .00 | |
| | Department **06 - Coroner** Totals | $309.96 | $1,045.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ |
| **Department 07 - Administrator** | | | | | | | | | |
| 50810 | Capital Equipment | .00 | 729.14 | 250.00 | .00 | 500.00 | 500.00 | 500.00 | 200 |
| | Department **07 - Administrator** Totals | $0.00 | $729.14 | $250.00 | $0.00 | $500.00 | $500.00 | $500.00 | 200% |
| **Department 08 - District Attorney** | | | | | | | | | |
| 50310 | Office Supplies | .00 | 216.26 | 1,700.00 | .00 | .00 | 500.00 | 500.00 | 29 |
| 50810 | Capital Equipment | 1,079.80 | .00 | .00 | .00 | .00 | .00 | .00 | |
| | Department **08 - District Attorney** Totals | $1,079.80 | $216.26 | $1,700.00 | $0.00 | $0.00 | $500.00 | $500.00 | 29% |
| **Department 09 - Child Support** | | | | | | | | | |
| 50810 | Capital Equipment | .00 | .00 | 650.00 | .00 | 17,522.00 | 2.00 | 2.00 | |
| | Department **09 - Child Support** Totals | $0.00 | $0.00 | $650.00 | $0.00 | $17,522.00 | $2.00 | $2.00 | 0% |
| **Department 10 - County Clerk** | | | | | | | | | |
| 50310 | Office Supplies | 5,687.50 | 586.80 | .00 | .00 | .00 | .00 | .00 | |
| 50810 | Capital Equipment | 1,689.00 | .00 | 12,301.00 | 8,000.00 | 1,300.00 | 1,300.00 | 1,300.00 | 11 |
| | Department **10 - County Clerk** Totals | $7,376.50 | $586.80 | $12,301.00 | $8,000.00 | $1,300.00 | $1,300.00 | $1,300.00 | 11% |
| **Department 13 - Land Records** | | | | | | | | | |
| 50810 | Capital Equipment | .00 | .00 | 100,000.00 | 100,000.00 | .00 | .00 | .00 | |
| 50820 | Capital Improvements | .00 | 271,451.00 | .00 | 118,476.00 | 20,000.00 | 20,000.00 | 20,000.00 | |
| | Department **13 - Land Records** Totals | $0.00 | $271,451.00 | $100,000.00 | $218,476.00 | $20,000.00 | $20,000.00 | $20,000.00 | 20% |
| **Department 14 - Court House** | | | | | | | | | |
| 50240 | Repair & Maintenance | 1,046.00 | .00 | .00 | .00 | .00 | .00 | .00 | |
| 50290 | Contractual Services | 12,301.00 | 7,625.00 | 3,500.00 | 3,500.00 | .00 | .00 | .00 | |
| 50310 | Office Supplies | .00 | .00 | .00 | 1,000.00 | .00 | .00 | .00 | |

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# 2017 Capital Improvements
## Budget Year 2017

BAYFIELD COUNTY

| Account | Account Description | 2014 Actual Amount | 2015 Actual Amount | 2016 Adopted Budget | 2016 Estimated Amount | 2017 Department | 2017 Administrator | 2017 County Board | 2017 Co Bd/2016 Adopted |
|---|---|---|---|---|---|---|---|---|---|
| **Fund 430 - Capital Projects Fund** | | | | | | | | | |
| EXPENSE | | | | | | | | | |
| **Department 14 - Court House** | | | | | | | | | |
| 50350 | Repair & Maintenance Supplies | 5,460.00 | 659.18 | 10,000.00 | 9,765.00 | .00 | .00 | .00 | |
| 50810 | Capital Equipment | 19,570.00 | .00 | 1,000.00 | .00 | 10,725.00 | 10,725.00 | 10,725.00 | 1,073 |
| 50820 | Capital Improvements | 6,929.24 | 56,412.93 | 69,066.00 | 69,066.00 | 146,882.00 | 93,604.00 | 93,604.00 | 136 |
| 50820-007 | CI-Generator Project | 93,980.13 | .00 | .00 | .00 | .00 | .00 | .00 | |
| 50820-101 | HVAC Replacement | .00 | .00 | .00 | 4,850.00 | .00 | .00 | .00 | |
| 50820-103 | Annex Smoke Detectors/Horns/Strobes | .00 | .00 | .00 | 4,165.00 | .00 | .00 | .00 | |
| 50820-105 | Variable Frequency Drive for Air Handler | .00 | .00 | .00 | 3,134.00 | .00 | .00 | .00 | |
| 50820-106 | Woodwork Restoration | .00 | .00 | .00 | 5,000.00 | .00 | .00 | .00 | |
| | Department 14 - Court House Totals | $139,286.37 | $64,697.11 | $83,566.00 | $100,480.00 | $157,607.00 | $104,329.00 | $104,329.00 | 125% |
| **Department 15 - Register of Deeds** | | | | | | | | | |
| 50290 | Contractual Services | 22,588.65 | .00 | .00 | .00 | .00 | .00 | .00 | |
| 50820 | Capital Improvements | .00 | .00 | .00 | .00 | 53,250.00 | 43,250.00 | 43,250.00 | |
| | Department 15 - Register of Deeds Totals | $22,588.65 | $0.00 | $0.00 | $0.00 | $53,250.00 | $43,250.00 | $43,250.00 | +++ |
| **Department 17 - Sheriff** | | | | | | | | | |
| 50310 | Office Supplies | .00 | 5,744.45 | .00 | .00 | .00 | .00 | .00 | |
| 50810 | Capital Equipment | 35,692.91 | 60,099.51 | 87,647.00 | 87,647.00 | 188,173.00 | 96,706.00 | 111,706.00 | 127 |
| 50820 | Capital Improvements | 20,000.00 | 12,289.07 | .00 | .00 | .00 | .00 | .00 | |
| | Department 17 - Sheriff Totals | $55,692.91 | $78,133.03 | $87,647.00 | $87,647.00 | $188,173.00 | $96,706.00 | $111,706.00 | 127% |
| **Department 18 - Emergency Management** | | | | | | | | | |
| 50310 | Office Supplies | 25,410.38 | .00 | .00 | .00 | .00 | .00 | .00 | |
| 50810 | Capital Equipment | 39,577.71 | 48,796.12 | 550,429.00 | 450,000.00 | 236,000.00 | 229,201.00 | 179,201.00 | 33 |
| 50820 | Capital Improvements | 59,120.70 | 61,946.30 | .00 | .00 | .00 | .00 | .00 | |
| | Department 18 - Emergency Management Totals | $124,108.79 | $110,742.42 | $550,429.00 | $450,000.00 | $236,000.00 | $229,201.00 | $179,201.00 | 33% |
| **Department 19 - Veteran's Services** | | | | | | | | | |
| 50810 | Capital Equipment | 575.65 | .00 | .00 | .00 | .00 | .00 | .00 | |
| | Department 19 - Veteran's Services Totals | $575.65 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ |
| **Department 20 - Health** | | | | | | | | | |
| 50290 | Contractual Services | .00 | .00 | 6,000.00 | .00 | 101,000.00 | 34,000.00 | 70,000.00 | 1,167 |
| 50820 | Capital Improvements | 672.01 | .00 | 12,500.00 | 2,500.00 | 5,000.00 | 5,000.00 | 5,000.00 | 40 |
| | Department 20 - Health Totals | $672.01 | $0.00 | $18,500.00 | $2,500.00 | $106,000.00 | $39,000.00 | $75,000.00 | 405% |
| **Department 23 - Tourism** | | | | | | | | | |
| 50310-100 | Office Supplies-Fair | .00 | 736.96 | 300.00 | 260.00 | .00 | .00 | .00 | |
| 50810-100 | Capital Equipment-Fair | 629.99 | 6,540.00 | 22,500.00 | 26,700.00 | 2,200.00 | 1,802.00 | 1,802.00 | 8 |
| 50820-100 | Capital Improvements-Fair | 35,954.02 | 5,205.97 | 7,100.00 | 11,153.00 | 29,501.00 | 34,551.00 | 34,551.00 | 487 |
| 50820-200 | Cap Imp Safe Building Grant-Fair | 17,490.45 | 290,516.37 | .00 | .00 | .00 | .00 | .00 | |
| | Department 23 - Tourism Totals | $54,074.46 | $302,999.30 | $29,900.00 | $38,113.00 | $31,701.00 | $36,353.00 | $36,353.00 | 122% |

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# 2017 Capital Improvements
## Budget Year 2017

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**BAYFIELD**
**C O U N T Y**

| Account | Account Description | 2014 Actual Amount | 2015 Actual Amount | 2016 Adopted Budget | 2016 Estimated Amount | 2017 Department | 2017 Administrator | 2017 County Board | 2017 Co Bd/2016 Adopted |
|---|---|---|---|---|---|---|---|---|---|
| **Fund 430 - Capital Projects Fund** | | | | | | | | | |
| EXPENSE | | | | | | | | | |
| **Department 25 - UW Extension** | | | | | | | | | |
| 50310 | Office Supplies | .00 | 1,320.00 | .00 | .00 | .00 | .00 | .00 | |
| 50810 | Capital Equipment | .00 | 1,390.17 | 1,815.00 | 1,815.00 | 357.00 | 357.00 | 357.00 | 20 |
| | Department 25 - UW Extension Totals | $0.00 | $2,710.17 | $1,815.00 | $1,815.00 | $357.00 | $357.00 | $357.00 | 20% |
| **Department 26 - Zoning** | | | | | | | | | |
| 50310 | Office Supplies | 8,160.00 | 13,176.50 | .00 | .00 | .00 | .00 | .00 | |
| 50810 | Capital Equipment | .00 | .00 | .00 | .00 | .00 | 25,000.00 | .00 | |
| | Department 26 - Zoning Totals | $8,160.00 | $13,176.50 | $0.00 | $0.00 | $0.00 | $25,000.00 | $0.00 | +++ |
| **Department 28 - Land Conservation** | | | | | | | | | |
| 50310 | Office Supplies | .00 | 1,950.06 | .00 | .00 | .00 | .00 | .00 | |
| 50810 | Capital Equipment | 10,550.60 | 2,092.32 | .00 | .00 | 38,200.00 | 47,200.00 | 44,800.00 | |
| | Department 28 - Land Conservation Totals | $10,550.60 | $4,042.38 | $0.00 | $0.00 | $38,200.00 | $47,200.00 | $44,800.00 | +++ |
| **Department 31 - Information Services** | | | | | | | | | |
| 50310 | Office Supplies | 1,000.00 | .00 | .00 | .00 | .00 | .00 | .00 | |
| 50810 | Capital Equipment | 41,935.00 | 151,866.77 | 178,000.00 | 150,000.00 | 291,647.00 | 244,074.00 | 244,074.00 | 137 |
| 50820 | Capital Improvements | 38,183.68 | 47,123.05 | 9,500.00 | 16,410.00 | 28,000.00 | 28,000.00 | 28,000.00 | 295 |
| | Department 31 - Information Services Totals | $81,118.68 | $198,989.82 | $187,500.00 | $166,410.00 | $319,647.00 | $272,074.00 | $272,074.00 | 145% |
| **Department 34 - Forestry** | | | | | | | | | |
| 50290 | Contractual Services | .00 | 12,641.67 | .00 | .00 | .00 | .00 | .00 | |
| 50310 | Office Supplies | .00 | 1,499.96 | .00 | .00 | .00 | .00 | .00 | |
| 50810 | Capital Equipment | 8,473.58 | 29,057.15 | 60,600.00 | 26,700.00 | 41,200.00 | 41,200.00 | 35,501.00 | 59 |
| 50820 | Capital Improvements | 341,374.01 | 53,100.68 | 17,500.00 | 51,400.00 | 324,000.00 | 80,002.00 | 75,002.00 | 429 |
| | Department 34 - Forestry Totals | $349,847.59 | $96,299.46 | $78,100.00 | $78,100.00 | $365,200.00 | $115,503.00 | $110,503.00 | 141% |
| **Department 52 - AMSO** | | | | | | | | | |
| 50810 | Capital Equipment | .00 | .00 | .00 | .00 | 52,000.00 | 52,000.00 | 52,000.00 | |
| | Department 52 - AMSO Totals | $0.00 | $0.00 | $0.00 | $0.00 | $52,000.00 | $52,000.00 | $52,000.00 | +++ |
| **Department 53 - Family Services** | | | | | | | | | |
| 50810 | Capital Equipment | .00 | .00 | 9,000.00 | .00 | .00 | .00 | .00 | |
| | Department 53 - Family Services Totals | $0.00 | $0.00 | $9,000.00 | $0.00 | $0.00 | $0.00 | $0.00 | 0% |
| **Department 70 - Capital Projects** | | | | | | | | | |
| 50810 | Capital Equipment | 396.78 | .00 | .00 | .00 | .00 | .00 | .00 | |
| | Department 70 - Capital Projects Totals | $396.78 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | +++ |
| | EXPENSE TOTALS | $862,460.46 | $1,316,054.20 | $1,223,858.00 | $1,224,897.00 | $1,868,008.00 | $1,181,775.00 | $1,144,375.00 | 94% |
| | **Fund 430 - Capital Projects Fund Totals** | | | | | | | | |
| | REVENUE TOTALS | $489,150.00 | $1,296,842.73 | $1,223,858.00 | $1,236,350.00 | $1,868,008.00 | $1,181,775.00 | $1,144,375.00 | 94% |
| | EXPENSE TOTALS | $862,460.46 | $1,316,054.20 | $1,223,858.00 | $1,224,897.00 | $1,868,008.00 | $1,181,775.00 | $1,144,375.00 | 94% |
| | Fund 430 - Capital Projects Fund Totals | ($373,310.46) | ($19,211.47) | $0.00 | $11,453.00 | $0.00 | $0.00 | $0.00 | +++ |

300

**BAYFIELD COUNTY**

|  |  |  |  |  |  |  |
|---|---|---|---|---|---|---|
| Net Grand Totals |  |  |  |  |  |  |
| REVENUE GRAND TOTALS | $489,150.00 | $1,296,842.73 | $1,223,858.00 | $1,236,350.00 | $1,868,008.00 | $1,181,775.00 | $1,144,375.00 | 94% |
| EXPENSE GRAND TOTALS | $862,460.46 | $1,316,054.20 | $1,223,858.00 | $1,224,897.00 | $1,868,008.00 | $1,181,775.00 | $1,144,375.00 | 94% |
| Net Grand Totals | ($373,310.46) | ($19,211.47) | $0.00 | $11,453.00 | $0.00 | $0.00 | $0.00 | +++ |

301

**2017 CAPITAL IMPROVEMENT REQUEST**

Department:     Forestry and Parks

Item/Project:     Access Ramp Replacement – Delta Lake Campground

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|---|---|
| Ramp replacement | $8,000.00 |
| | |
| | |
| | |
| | |

Total Project Cost:                    $8,000.00


Project Description: Provide detail/rationale on the need for this item/project.

The access ramp at Delta Lake is most likely as old as the campground.  It provides access from the parking area to the playground and beach.  Boards are rotting and in need of replacement.  Estimate is for the removal of the old ramp and new construction.

**2017 CAPITAL IMPROVEMENT REQUEST**

Department:    Forestry and Parks

Item/Project:    Interpretive/Educational Forest Management Signs

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|------|------|
| Signs and Installation | $7,500.00 |
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Total Project Cost:                                $7,500.00

Project Description: Provide detail/rationale on the need for this item/project.

As we expand recreational opportunities on the county forest, there will be an increasing amount of interaction with forest management.  This is a good thing, as it's important for everyone to realize where our insatiable need for wood products comes from.  However, with interaction comes criticism and negative feedback.  Educational signs, placed along well used trails where timber harvesting has occurred, will provide the Department with an avenue to present our forest management objectives. People still may not like seeing the harvest, but at least they will leave with a better understanding of our short and long term objectives.

**2017 CAPITAL IMPROVEMENT REQUEST**

Department:     Forestry and Parks

Item/Project:     Mooring Dock Replacement – Twin Bear Campground

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|---|---|
| New Mooring Dock | $20,000.00 |
|  |  |
|  |  |
|  |  |
|  |  |

Total Project Cost:                              $20,000.00

Project Description: Provide detail/rationale on the need for this item/project.

The mooring dock at Twin Bear is old and pieced together.  Many sections are damaged and difficult to attach.  Currently, mooring dock space is rented to eight seasonal campers at a rate of $265.00/season. The new dock would provide better and safer mooring and will pay for itself in about 9 seasons (or sooner, as a new dock may result in a slight increase in rates).

# 2017 CAPITAL IMPROVEMENT REQUEST

Department:    Forestry and Parks

Item/Project:    Motorized Recreation Planning

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|---|---|
| Development of Motorized Recreation Plan | $15,000.00 |
|  |  |
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|  |  |

Total Project Cost:                    $15,000.00

Project Description: Provide detail/rationale on the need for this item/project.

Maintaining a contiguous, high quality motorized trail network is absolutely critical to any ATV or snowmobile trail program. Bayfield County maintains the fourth largest snowmobile trail program in Wisconsin (roughly 440 miles) and one of the largest ATV trail programs in the state (roughly 190 miles). Maintaining connectivity is a growing challenge. We are blessed with more public land than any other county in this state, but still rely heavily on private land to maintain vital trail connections, which especially true for the snowmobile program. However, every year, more and more private landowners are closing their property to these motorized trails. We need to analyze the current format and develop new direction. Land ownership is changing and so too are landowner objectives. For these networks to survive and flourish, we need to locate critical connections and develop new short and long term goals.

Initially, the hope was that our Department could launch this analysis internally. However, after repeated starts and stops, and an ever expanding workload, this is no longer a possibility. It requires a level of uninterrupted attention that, currently, is not possible internally. A plan is an important first step to help right this ship before it takes on any more water. My suggestion is to swallow the pride (my pride) and solicit help from a planning contractor. Someone who would work closely with the Department, but do all of the legwork. We need to blaze a solid path forward (and need to start now) and this is the most logical and efficient means to do it.

**2017 CAPITAL IMPROVEMENT REQUEST**

Department:    Forestry and Parks

Item/Project:    Overflow Parking Lot – Twin Bear Campground

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|---|---|
| Parking Lot Construction | $25,000.00 |
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|  |  |
|  |  |
|  |  |

Total Project Cost:                    $25,000.00

Project Description: Provide detail/rationale on the need for this item/project.

We are seeing steady increases in use at Twin Bear campground. With that increase in use comes an issue with parking….we just don't have enough spaces. When the boat launch area is full (which happens more now than ever before), people start parking in unoccupied campsites or anywhere they can fit. Parking congestion is becoming an issue and clutters up the entire campground. One potential fix: build an overflow lot on the east side of Hart Lake Road. Numerous potential spots exist that could create enough parking spaces to eliminate the issue with congestion. Some trees would be cleared and the ground leveled, also some gravel would be required.

**2017 CAPITAL IMPROVEMENT REQUEST**

Department:    Forestry and Parks

Item/Project:    Recreational Development Grant

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|---|---|
| County Recreation Grant | $150,000.00 |
|  |  |
|  |  |
|  |  |
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Total Project Cost:                        $150,000.00

Project Description: Provide detail/rationale on the need for this item/project.

Bayfield County is fortunate to have more public forest land than any other county in Wisconsin (nearly 500,000 acres total). Nearly 51% of Bayfield County is comprised of public land. With all of that public lands comes a potential to provide recreational opportunities. Recreational opportunities are important in a variety of ways: 1) they give locals and transients the opportunity to get outside and enjoy these vast and beautiful natural resources; and 2) they have the potential to support and grow local economies. But it's takes a little more than just saying we have hundreds of thousands of acres, go have fun. We need more designated and maintained recreational opportunities. A good majority of people want designated trails. Be it hiking, biking, skiing, horseback riding, or recreating with a motor, people need to know where they are, where they are going and what they might see along the way.

This concept still needs more fine tuning, but the goal is to provide funding to county departments, other municipalities or the Tribe for the development of new or improvements to existing recreational trails or playgrounds. If funding non-county projects, the initial concept would require a 50/50 match. Projects could include new trail development, re-establishment of or improvements to existing trails, establishment of new or renovations to existing playgrounds, etc. Bottomline would be to increase recreational opportunities throughout Bayfield County.

# Cedar
**corporation**

engineers | architects | planners | environmental specialists
land surveyors | landscape architects | interior designers

# MEMO

**DATE:**        **August 26, 2016**
**TO:**          **Mark Ableles-Allison, Bayfield County Administrator**
                 **Jason Bodine, Bayfield County Forestry and Parks Administrator**
**FROM:**        **Patrick Beilfuss, AICP, Senior Planner**
**REGARDING:**   **Motorized Trail Planning**

Good morning, Mark and Jason:

It was good to talk to you both on Wednesday. I put together some ideas for the scope and approach to creating a Bayfield County Motorized Trail Plan for Snowmobiles and ATVs/UTVs.

## Understanding of Issues:
Bayfield County has an extensive network of snowmobile trials and ATV/UTV trails throughout the County. These trails are located on public and private land. Private landowners allow trails across their land. Most of these arrangements are informal meaning the County does not have a recorded easement allowing trails on private property.

In recent years, private property owners have denied access to their land for trails for a variety of reasons including motorized vehicles riding off-trail and on private property. This has caused the County to have to quick reroute trails in order to meet the needs of snowmobilers and ATV/UTV users to get to their destination.

## Project Scope
The scope of this proposed project is as follows:

1. Identify main motorized trail connection points (communities, parks, campgrounds, parking areas, businesses, etc.)
2. Identify primary routes to connection points.
3. Map primary routes identifying them by color as being on public land or private land.
4. Map public land in Bayfield County.
5. Identify "problem areas" where trail access on private property has been removed.
6. Map proposed primary route alternatives.
7. Prioritize primary route segments on private land to obtain easements, purchase land, or establish alternative routes.
8. Identification of funding sources.
9. Organize information into a written document.

These items will be finalized after the first work group/committee meeting (see below in the next section).

**Preliminary Identification of Fees**

It is anticipated that this project will require a number of meetings with a work group/committee and the public. I have provided a general cost per meeting based on travel time, mileage, and a two-hour meeting. This is for one person from Cedar Corporation based on existing charge out rates.

Eight (8) hours per meeting assuming six (6) hours of travel time and a two-hour meeting.

Fees: $95.00/hour x 8 hours = $760.00

330 miles x 0.54/mile = $178.00

Total                        $938.00/meeting in Washburn at the Bayfield County Courthouse

Note: If we can coordinate meetings with other projects/days Cedar Corporation is in Bayfield County or the City of Washburn, the driving time and mileage costs would be reduced by half (approximately a reduction of $374.00 per meeting.

At the first meeting I envision that we will meet with a work group/committee to establish the goals and approach to the project and come to a consensus on the number of meetings, groups/individuals to be involved, ways of communication with the work group/committee, final product, start/completion date, etc.

After the first meeting is completed, we will begin work on the identified Scope of Work items.

All mapping will be completed by the Bayfield County Land Information Department.

At this time, based on the assumption that there will be four (4) meetings (two with the work group/committee and two with the groups/individuals that will be involved (snowmobile groups, atv/utv groups, businesses, chambers/community organizations, etc.) and in-house work including discussions with stakeholders, coordination with Bayfield County staff, drafting documents, completing final approved documents, and all related printing and binding costs.

**My preliminary proposed project cost is between $10,500 and $13,500. This is broken down into meeting related costs (approximately $4,000) and preparation and work related costs ($6,500 to $9,500).** The scope and fees will be finalized after the first work group/committee meeting.

Please review this and let me know if this is how you envision this project or if I've omitted anything you would like included.

Sincerely,

Patrick Beilfuss, AICP, Senior Planner

**2017 CAPITAL IMPROVEMENT REQUEST**

Department:    Forestry and Parks

Item/Project:    Trimble GPS Data Collector

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|---|---|
| Trimble Data Collector | $5,700.00 |
| | |
| | |
| | |
| | |

Total Project Cost:                              $5,700.00

Project Description: Provide detail/rationale on the need for this item/project.

The Department is establishing more and more timber sales up against private land.  A few years ago, we purchased a mid-level gps unit with the hopes that it would give us better data.  It did, but not as good as expected.  This high end Trimble gps data collector will provide sub-centimeter accuracy when paired with a high end receiver.  Land Records has the receiver and will loan it to us when needed.  The goal is to collect accurate data in order to better establish boundaries when up against private land. These units will increase accuracy and efficiency and will result in a better boundary line.

# 2017 CAPITAL IMPROVEMENT REQUEST

Department:     Planning and Zoning

Item/Project:    Aggregate Drone for NR 135 (Non-Metallic Mining Program)

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building includes cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|---|---|
| Kespry Automated Drone System | $25,000.00 |
|  |  |
|  |  |
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Total Project Cost:                              $25,000.00

Project Description: Provide detail/rationale on the need for this item/project.

The Zoning department is responsible for overseeing 69 active mines in Bayfield County. This includes annual permitting where we need to know the open and reclaimed acreage on each site.  It would take an employee a full day to inventory one site. This drone could inventory 100 acres in 30 minutes and the software that is included could produce 3D and 2D maps and models within a few hours. The efficiency and accuracy of this product will save enormous hours of employee time and reduce the potential for unnecessary liability on the County should an operator choose not to reclaim their site and the County need to take over the reclamation process.

The Kespry Drone and software were developed specifically for gathering information related to mining sites. Kespry drone UAVs are easy to fly automatically, anytime, from any location. The onboard flight computer system uses a variety of sensors to deliver a hands-off piloting experience from takeoff to landing, and covers hundreds of acres in minutes. High-resolution camera sensors capture hundreds of images in the exact locations necessary to generate high-density 3D models, and data is uploaded automatically and wirelessly for analysis and reporting.

This drone could also be used by other departments to survey blow downs, increase the accuracy of mapping, estimating road and culvert washout replacement volumes, and in search and rescue operations.

## 2017 CAPITAL IMPROVEMENT REQUEST

Department: _____ REGISTER OF DEEDS
Item/Project: _Back scanning project___ _____

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|---|---|
| Scanning approximately 326,000 images | $53,250.00 |
| | |
| | |
| | |
| | |

Total Project Cost: _____$53,250.00_____

Project Description: Provide detail/rationale on the need for this item/project


This is something that has to be done. Legislation was passed to redact social security numbers off any documents that would be put out on the internet. One main benefit is a backup of our images in case of a disaster; another benefit would be added revenue to the County once the documents become available on-line. (It is also in the 5 year Land Records Modernization Plan).

A total of $119,460 was collected by this office (from June 2010 thru December 2015) and is to be used specifically for back scanning and redacting. One project was completed in 2014.

**2017 CAPITAL IMPROVEMENT REQUEST**

Department:  Child Support Agency
Item/Project:  _____ _____

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|---|---|
| Security Upgrades | $16,342 |
| E-filing Software upgrade | $1,180 |
|  |  |
|  |  |
|  |  |

Total Project Cost:                         17,552.00

Project Description: Provide detail/rationale on the need for this item/project.

**1.**The security in the agency desperately needs to be installed. There is not anything protecting the employee from volatile clients.

There is nothing keeping any client reaching over the front counters to the employee.

There is no confidentiality when one staff is speaking to a client in the front area and the staff may be on a telephone conversation. Times have often presented both staff with volatile clients at the same time. There is no escape route once in the office, this even includes during a fire etc.

Other option: to use this amount of monies to move to a more secured area and closer to the court rooms with an escape route.

2. E-filing is mandated in all Child Support Agencies as of July 2016 and is to be implemented no later than October 2017. The state requires an upgrade in software program to allow this.

Both of these special improvements are reimbursable from the State at 66% of the total cost, resulting in an actual costs to the county at 34% on a dollar.

The state will approve reimbursement of these two items over a two year period.

# 2017 CAPITAL IMPROVEMENT REQUEST

Department: _____Tourism/Fair_____

Item/Project: _____Safe Room_____

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|---|---|
| Acoustic Tile | $1,400 |
| Fiber Optic Installation | $2,050 |
| Landscaping & Walkways | $1,500 |
| Sand Filter | $  750 |
|  |  |

Total Project Cost: _____**$5,700**_____

Project Description: Provide detail/rationale on the need for this item/project.

**Acoustic Tile** – Approx. 40 tiles @ $35 - The safe room acoustics are not conducive for holding a meeting. There is excessive echoing which makes it difficult to hear the conversation going on.

**Fiber Optic Installation** –Cost is based on 2014 Norvado estimate. Cell service is not very reliable in the safe room and there is no Wi-Fi service. Also, the weather radio does not work in the Safe Room. If there is an emergency, people will need to access weather information and government recommendations.

**Landscaping and Walkways** – Current walkways are dirt. They become muddy with the rain. Gravel will eliminate this problem. Depending on the materials put down, it may also address the handicap access issue. Landscaping is currently just grass.

**Sand Filter –** Currently sand is getting into the water system and plays havoc with the plumbing.

# 2017 CAPITAL IMPROVEMENT REQUEST

Department: _____Tourism/Fair_____

Item/Project: _____Electric_____

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|---|---|
| Locate and Label Circuits | $1,500 |
| Replace Panel Service | $5,000 |
| Replace RV Receptacles | $2,000 |
| Electric Upgrade – New Horse Barn | $1,500 |
| | |

Total Project Cost: _____**$10,000**_____

Project Description: Provide detail/rationale on the need for this item/project.

**Locate and Label Circuits** – Electrical panel by the Grand Stand. Lines need to be located and circuits labelled.

**Replace Panel Service** – 3 @ $1,667 – Panel services need to be replaced.

**Replace RV Receptacles** - RV receptacles need to be modernized and replaced with updated receptacles.

**New Horse Barn** – An additional 10 outlets need to be added to accommodate increased demands during the horse shows and Fair.

# 2017 CAPITAL IMPROVEMENT REQUEST

Department: _____ Tourism/Fair _____

Item/Project: _____ Fencing_____

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|------|------|
| Rolls of Tape - 8"x750' | $72/roll |
| White Posts | $2/each |
| | |
| | |
| | |

Total Project Cost: _____ **$1,000** _____

Project Description: Provide detail/rationale on the need for this item/project.

**Fencing** - Replace orange snow fence and t-posts with better options.

# 2017 CAPITAL IMPROVEMENT REQUEST

Department: ___Tourism/Fair___

Item/Project: ___Poultry Barn___

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|------|------|
| Electric | |
| Water | $1,500 |
| Exhaust Fans | |
| | |
| | |

Total Project Cost: ___**$1,500**___

Project Description: Provide detail/rationale on the need for this item/project.

**Electric, Water & Exhaust Fans** - Currently the uninsulated, metal pole barn does not have exhaust fans or water. The exhibitors must get water for their poultry and rabbits from either the beef barn or from behind the restrooms. The barn gets very hot and it is difficult to cool down the animals. The exhaust fans will help alleviate this problem. As will the additional electrical receptacles which will allow for fans to be used also.

**2017 CAPITAL IMPROVEMENT REQUEST**

Department: ____Tourism/Fair____ _____

Item/Project: _____Barn Improvements_____

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|---|---|
| Additional Stalls | $3,000 |
| Barn Door Upgrades – Beef, Draft Horse | $2,500 |
| Upgrade Masonry - Beef | $1,000 |
| | |
| | |

Total Project Cost: _____**$6,500**_____

Project Description: Provide detail/rationale on the need for this item/project.

**Additional Stalls** - 2 @ $1,500 – As more and more goats are being exhibited, the need for stalls for them has also increased. Some goats have been housed in the Sheep Barn and some have been in the Dairy Barn. A portable, adjustable stall system needs to be procured.

**Barn Doors** – 5 @ $500 – The Draft Horse and Beef Barn doors need to be replaced due to rotting wood on the bottoms.

**Masonry** – The Beef Barn base structure is constructed from masonry block. Tuck-pointing and replacing of some block needs to be taken care of to ensure stability and safety.

## 2017 CAPITAL IMPROVEMENT REQUEST

Department: _____Tourism/Fair_____

Item/Project: _____Exhibit Hall_____

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|---|---|
| Exhibit Hall Upgrades | $1,500 |
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Total Project Cost: _____$1,500_____

Project Description: Provide detail/rationale on the need for this item/project.

**Exhibit Hall Upgrades** - Continue to improve the integrity and looks of the booths and the overall inside of the Exhibit Hall.

## 2017 CAPITAL IMPROVEMENT REQUEST

Department: _____ Tourism/Fair _____

Item/Project: _____ Fiber Optic _____

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|---|---|
| Fiber Optic Installation - Fair | $2,050 |
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Total Project Cost: _____ **$2,050** _____

Project Description: Provide detail/rationale on the need for this item/project.

**Fiber Optic Installation** –Cost is based on 2014 Norvado estimate.  Expand fiber optic to include the Fair Grounds workshop and beer garden.

# 2017 CAPITAL IMPROVEMENT REQUEST

Department:      Tourism/Fair

Item/Project:     Groomer Barn

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|------|------|
| Sand Filter | $750 |
|  |  |
|  |  |
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|  |  |

Total Project Cost:                     **$750**

Project Description: Provide detail/rationale on the need for this item/project.

**Sand Filter** – Currently sand is getting into the water system and plays havoc with the plumbing.

# 2017 CAPITAL IMPROVEMENT REQUEST

Department:    Tourism/Fair

Item/Project:    Main Restroom

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|---|---|
| Shower Upgrade | $1,500 |
| Light Sensors | $ 400 |
| | |
| | |
| | |

Total Project Cost:                              $1,900

Project Description: Provide detail/rationale on the need for this item/project.

**Shower Upgrade** – Showers need to be upgraded.

**Light Sensors** – Add motion sensors to the restroom lights to the main restrooms (and possibly Groomer Barn restrooms).   During horse shows and the Fair, the restroom lights are on continually.

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**2017 CAPITAL IMPROVEMENT REQUEST**

Department: _____ Tourism/Fair_____

Item/Project: ___Equipment/Tools

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|---|---|
| Screw Gun | $400 |
| Pneumatic T-Post Pounder | $400 |
| | |
| | |
| | |

Total Project Cost: _____ **$800**_____

Project Description: Provide detail/rationale on the need for this item/project.

**Screw Guns** - 2 @ $200 – Employees have been using their personal tools for the last few years.

**Pneumatic T-Post Pounder** – 1 @ $400 – Because of the many, many t-posts that are used for all events, this would make the job much easier and quicker.

**2017 CAPITAL IMPROVEMENT REQUEST**

Department: _____Information Technology _____

Item/Project: ____Anti-Virus Renewal_ _____

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|---|---|
| McAfee | $13,000 |
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Total Project Cost: _____$13,000_____

Project Description: Provide detail/rationale on the need for this item/project.

3 years ago Bayfield County paid for 3 years of maintenance for McAfee Anti-Virus. The product is up for renewal next year. There is significant savings when purchasing 3 years at a time vs. 1 year at a time.

## 2017 CAPITAL IMPROVEMENT REQUEST

Department: _____Information Technology_____

Item/Project: _____Backup Solution_____

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|---|---|
| Backup Solution | $95,000 |
| | |
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| | |
| | |

Total Project Cost: _____$95,000_____

Project Description: Provide detail/rationale on the need for this item/project.

The maintenance of Bayfield Counties current hardware and software solution is 3 years old and is rapidly filling up. The current solution is currently not scalable. The new solution either Unitrends UEB or Veeam are very close in price would replace our current solution and would continue to provide onsite backups for everything as well as off-site backup for the most critical servers. The biggest challenge we face is the continual growth of Bayfield Counties data. We are backing up more than ever before and it is critical that we have good backups, offsite backups and short recovery times.

# 2017 CAPITAL IMPROVEMENT REQUEST

Department: _____ Information Technology_____

Item/Project:  __Storage Network Upgrades__ _____

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|------|------|
| SAN/Host | $143,000 |
|  |  |
|  |  |
|  |  |
|  |  |

Total Project Cost:                                 ___$143,000_____


Project Description: Provide detail/rationale on the need for this item/project.


A SAN is a Storage Area Network. This is where ALL Bayfield county data lies and is at the core of our network. We are now 100% virtualized, meaning increased uptime and performance. We evaluated our current SAN and have decided to start migrating to a new one. Our current SAN has been sprawling meaning more and more nodes, networking equipment and power consumption. The new SAN has a higher density, meaning more capacity and power in a smaller space. This will result in lower power consumption, higher performance, and less networking equipment.

**2017 CAPITAL IMPROVEMENT REQUEST**

Department: _____Information Technology_ _____

Item/Project: __Information Security Assessment__ _____

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|---|---|
| Information Security Assessment | $19,000 |
| | |
| | |
| | |
| | |

Total Project Cost: _____$19,000_____

Project Description: Provide detail/rationale on the need for this item/project.


Cyber and Information security is difficult, complicated and tough to navigate. This assessment will look at our internal administrative controls, physical security controls, internal technical controls and external technical control's . This assessment will point out strengths and weaknesses. Security exists in every part of the County from the kitchen to writing citations to preparing budgets. The assessment measures our risk to information in each area and tells us where our most significant vulnerabilities are. These will point regulatory compliance problems and tell us where we need to improve.

**2017 CAPITAL IMPROVEMENT REQUEST**

Department: <u>Emergency Management</u>

Item/Project:  <u>2017 Capital Improvement Requests</u>

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|---|---|
| Address sign replacement / 100 signs | $10,000 |
| WISCOM infrastructure build – Hillside tower | $200,000 |
| BALG infrastructure replace antenna and line | $15,000 |
| Propane tank replacement three tower sites | $11,000 |
| | |
| | |

Total Projects Cost:          $236,000

Projects Description: Provide detail/rationale on the need for this item/project.
- Address sign replacement of 100 signs                    Budget request:  $10,000
    - First signs were installed in 1998 beginning in the northwestern towns of the county.
    - At that time a sign life expectancy was estimated to be 5 to 15 years. Our signs have lasted well, but many are beginning to have decreased reflectivity due to exposure to the elements or have been damaged to the point where they are almost unreadable.
    - The addressing ordinance Section 8-1-12 Replacement reads: "Replacement of a large number of sings that become unreadable because of weathering over time may be done at county expense."
    - A plan for replacement of signs should be developed. This may be a subject for discussion between town and county officials – asking that towns replace signs as they are needed, etc. perhaps ordering through EM in order to assure consistency.
- WISCOM infrastructure build out – Hillside tower site          Budget request:  $200,000
    - WISCOM = Wisconsin Interoperable System of Communications
    - There are currently four state WISCOM sites – established and maintained by state dollars – Cable, Grand View, Iron River and Red Cliff (Bayfield). These four sites, together with the grant and locally funded Port Wing site, are projected to provide 95% mobile radio coverage.
    - The Hillside tower (currently in the planning/construct phase in the City of Washburn) would provide an excellent location for a locally funded WISCOM site. This would increase the coverage in the area for use with portable radios.
    - The equipment required includes five repeaters plus a combiner on site, associated reprogramming of radio consoles, and frequency licensing fees.
- BALG (Bayfield County Local Government) paging tower
  Antenna/coaxial line replacement /Mason          Budget request: $15,000
    - Replacement of antenna and line that were installed in 1992.
    - Antenna and coaxial line have weathered and radio signal has degraded.

- Propane tank replacement – tower sites (3)          Budget request: $11,000
    - Propane powered generators provide back-up power at the three tower sites owned by Bayfield County – Bayfield, Maple Hill, and Port Wing.
    - In colder weather propane off gases at a slow rate making the surface area of propane crucial.
    - Current propane tanks need to be changed over to larger tanks in order to assure availability of fuel.
    - This is a requirement to assure generator operation during cooler/cold weather.

**2017 CAPITAL IMPROVEMENT REQUEST**

Department: __UW-Extension___ _____

Item/Project:   _Topo Standing Mats ___ _____

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|---|---|
| 3 New Topo Standing Mats | $357 ($119 per mat) |
| | |
| | |
| | |
| | |

Total Project Cost:                        __$357_____


Project Description: Provide detail/rationale on the need for this item/project.

Purchase 3 new Topo-brand standing mats for the County UW-Extension Office's 3 standing desk workstations.  These anti-fatigue mats are specifically designed to improve the comfort level of persons using standing desks.  These standing mats will increase the usage of the standing desks by employees by providing a more comfortable surface to stand on.  The more employees use their standing desks, the more they will benefit from using them.

# 2017 CAPITAL IMPROVEMENT REQUEST

Department: _____ _Human Services_____

Item/Project:  _____ Agency Software Financial/Client/Provider Replacement _____

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|---|---|
| Agency Software Financial/Client Replacement | $52,000 |
|  |  |
|  |  |
|  |  |
|  |  |

Total Project Cost:                                    _$52,000_____


Project Description: Provide detail/rationale on the need for this item/project.

The current Visual WISSIS software will be retired within the next year and it is imperative that we purchase software that is client specific and includes the following items: general ledger; contract monitoring; budget; accounts receivable and accounts payable. Over the last six months the Director, Financial Manager and the Accounting Technician have attended demonstrations of different software systems. Many questions regarding the New World software have been asked but NW will not meet the needs of the agency.

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**2017 CAPITAL IMPROVEMENT REQUEST**

Department: _____Information Technology _____

Item/Project: ___Windows 10_ _____

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|------|------|
| Windows 10 | $18,147 |
| | |
| | |
| | |
| | |

Total Project Cost: _____$18,147.00_____

Project Description: Provide detail/rationale on the need for this item/project.

Windows 10 is the next iteration of the desktop operating system. While Windows 7 is still supported there are few reasons to purchase Windows 10 and begin deployment now.

## 2017 CAPITAL IMPROVEMENT REQUEST

Department:  Multiple Departments

Item/Project:  LaserFiche Document Management/Workflow Software

Cost: If the request is a project, include detail on the cost of each portion of the project.
(Example: Storage Building, include cost for materials, labor, permits, advertising etc.:

| Item | Cost |
|------|------|
|  |  |
| LaserFiche EDMS | 28,000 |
|  |  |
|  |  |
|  |  |

Total Project Cost:  _____

Project Description: Provide detail/rationale on the need for this item/project.

Currently, all departments set up and maintain various paper and electronic files for many different reasons/purposes. Several departments have requested an electronic document management system (EDMS) to increase their ability to efficiently store, retrieve and route these documents.  Several departments (Sheriff, IT, Planning, Treasurer, County Administrator) have requested or viewed presentations from multiple companies that could provide this service.  The consensus of the departments is to proceed with the purchase of "LaserFiche".

LaserFiche is the world's largest privately held document management company with over 35,000 clients with many municipal applications in Wisconsin and Minnessota.

What does the software do?
- Simplifies the process for capturing, storing and retrieving electronic data. It can scan existing hard copy documents and store them for electronic retrieval by multiple users including the public.
- It simplifies the retrieval process allowing the user to search by multiple criteria, ie:
- Standardizes file names and creates an organization-wide indexing structure.
- Can be used to create forms that once filled out will automatically be filed into the system, reducing filing time and increasing file efficiency/accuracy.
- Can use existing hardware (scanners) to initially scan documents into the system.
- Has MS Office integration.  Will track "versions" of a document.

- Can be used to automate a work flow by routing a document through a designated process and providing email notification to the person responsible for the next step in the process.
- Will assist in moving toward a paperless environment, reducing paper, toner, and storage costs as well as time it takes to file paper documents.
- Allows for security settings, restricting confidential data to designated individuals.
- Includes a free annual training conference for users.
- Unlimited phone and on-line technical support.
- LaserFiche can integrate with other existing software to seamlessly transfer data, reducing manual data input time and reducing the opportunity for human error in data entry.

The IT Department is supportive of this software because it addresses needs county-wide by several departments, allowing for easier maintenance, rather than multiple softwares purchased by individual departments.

If separate softwares were purchased by multiple departments the cost would likely exceed the estimate for the LaserFiche solution. The cost is further offset by the potential reduction in paper, toner and storage costs. The efficiency will improve productivity by reducing data entry errors and misplaced paper documents, and especially through the work flow process, which will automatically route notifications/documents to the next person(s) that need them while simultaneously storing them for immediate access by all those with authorized access.

Potential scenario: A new employee is hired. If set up properly, the work flow process should allow the new hire to complete the new hire paperwork on-line, which will be automatically filed for all relevant departments to access. It will notify IT to set up computer access, will import data into New World for payroll purposes, will notify Emergency Management regarding an employee ID, and can prompt the department on the additional forms that will need to be completed (confidentiality, policy manual sign-off, civil rights compliance, etc...). These forms can also be completed on-line and be automatically filed and routed just like the new hire paperwork. Each form would have a specific work flow to file it and provide notification to appropriate staff electronically.

# Bayfield County Sheriff's Office
## Capital Improvement Projects

1. **Bar Coding System** -to better track and store our evidence collected due to criminal cases. Cody offers a module that should make this process not only easier by comply better with best practices. Our hope is that other departments would buy into this and split the cost. But, we do not want to hold up the purchasing and use of this for our agency if we don't get this split with other agencies. This may be purchased and set up in 2016.
2. **Dispatch Chair**- Yearly replacement of a chair. There are a total of 3 in dispatch. The chair being replaced is moved to the jail for use in their department.
3. **Laptop Mounts**-with the replacement in 2016 of squad computers, the mounts that were previously used no longer work. We will need to replace with mounts appropriate for the new computers. (total of 14 laptop mounts)
4. **Laser Radar Unit**-On average we have one unit break per year. These are not always new equipment with the purchase of a new squad car.
5. **Rifle Resistant Ballistic Shield**-The goal is to have four of these spread evenly throughout the county. We currently have 2.
6. **Rip and Run**- This is a program that will send EMS and Fire calls to their members with smart phones. Our goal is that it will be a service that other agencies/services will help fund as they join. This could also be used for our officers in response team callouts and other LE matters. This may be purchased in 2016 without waiting for buy in with other agencies. This would allow us to use the technology without waiting for other agencies.
7. **SWAT gear:** Helmets, Tasers, Vests - Continued improvement of safety gear for the response team. These specific items have high price tags and we would be purchasing more than one of each. Helmets run around $400 a piece, Tasers around $1,000 a unit and vests around $800 per vest.
8. **Night Vision for squads**-Increase safety for deputies on night calls. Our goal is that each deputy/squad has one. We currently have 4 of these.
9. **Portable Radio-**replace broken/damaged radio not covered under insurance.
10. **Recreation Officer boat-**Our current boat is a 1999 making it 17 years old. It is needing replacement. We do receive reimbursement for this from the DNR over a 5 year period.
11. **Squad Video System-** We have average one system breaking per year. We do not order new squads with a new video system but use the existing unit until it dies.
12. **UCR to NIBRS-** This will be a new require reporting element. Still unsure of the cost.
13. **Update data recorder in Dispatch for WISCOMM-** If we go to daily usage for Wiscomm, we will need to record any of these radio transmissions.
14. **Stargate Console Upgrade-** This will be required if we go to daily use of Wiscomm, this will accommodate our 3<sup>rd</sup> station to use Wiscomm.

# 2017 CAPITAL IMPROVEMENT REQUEST

Department: ___Land and Water Conservation Department_____

Item/Project: ___Funding Recommendations from the LSLSC to the LCC / LWCD_____

Cost: If the request is a project, include detail on the cost of each portion of the project. (Example: Storage Building, include cost for materials, labor, permits, advertising etc..:

| Item | Cost |
|---|---|
| Farm Succession Program | $5,000 |
| Field Edge Monitoring | $27,000 |
| Well Abandonment | $3,000 |
| AutoCad Licenses | $2,400 |
| ipad | $800 |

Total Project Cost: _____$38,200_____

Project Description: Provide detail/rationale on the need for this item/project.

Farm Succession – UWEX currently works with farmers in the area during the transition period from when one generation transfers ownership / operations of the farm to another. There is a planning process that is currently lacking funding. The LCC allocated these funds on an as needed basis for 2017 for farmers to g thru the program.

Field Edge Monitoring – This was passed to the LCC from the LSLSC with unanimous support, to fund a portion of monitoring over a 3 year period, only if grant funds were found. Ben and Jason have been working closely with Dr. Randy Lehr from Northland on funding sources. Based on estimates that came out of the LSLSC, this program could get up and running for approx. $108,000, so in committee I proposed a 25% match, which is typically a minimum match that grantors ask for. These funds are contingent upon us securing the other 75% of the project cost.

Well Abandonment – These funds will be matched 50-50 by DATCP funds, with hopes to close 10-12 abandoned wells throughout the county in 2017.

AutoCad Licenses – This is the annual license for the design software the department uses to produce engineering plans for private landowners / contractors.

ipad – for the department head. Cost is based on IT depts. Estimate.

## About the Program

At some point in every farm business it will be time to transition ownership and management to the next generation or new owner. We know three things for sure: 1) Every farm succession is different, 2) It is never too early to start planning, and 3) It is never easy. The purpose of the South Shore Farm Succession Program is to families in developing a farm succession plan tailored to the needs and situation of the individual farm business and family.

## Program Timeline

From start to finish, our goal is to complete the planning process within 1 year. We can proceed as quickly or as slowly as each farm desires, but given the complexity of most farm businesses, a 6-12 month planning window is typical.

## March 27 - Farm Succession Training Session and Program Kick-Off - 9:00AM - 3:00PM

During this session you'll meet the Planning Team and other participants in the program. We'll provide an overview of the farm succession training program and provide information on the basic components of a farm succession plan.

## April - Initial Planning Consultations

The Planning Team will meet with each farm family to gain an understanding of the details of the family, the farm business, and the planning needs of the family. This meeting will set the stage for the rest of the planning process.

## May - Where the Farm Is Today

During May, we'll work with you to develop a snapshot of the farm business including a listing of farm assets, an analysis of farm financials, and an assessment of farm strengths and weaknesses.

## Summer - A Financial and Management Plan For the Future

During the summer months, we'll work with you to set financial and management goals for the farm and develop a plan for getting there. Our financial analysis will include a series of financial projections done with a range of expense and revenue prices.

## Fall - Farm Business Arrangements

With a financial and management plan in hand, our attorney will help develop and execute legal documents as necessary to formalize the business arrangements. Such arrangements might include employment contracts, joint operating agreements, Limited Liability Company documents, or corporation documents. Not every farm business will need legal documents, but most will.

## Winter - Finished!

By the winter of 2015/2016, our goal is to have your farm succession plan completed and in motion. What will it look like? It all depends on what you and your family want.

## What is the cost?

There is a $300 registration fee per farm to participate in the program. This fee includes the initial training session (March 27), the initial consultation, follow-up meetings, and the farm financial management analysis of the current farm business. Upon completion of these steps, there may be additional fees for developing the financial projections and any legal documents. Such fees will be negotiated directly with Bob Cropp (financials) and/or Rachel Armstrong (legal documents). Although fees can be much higher or lower depending on the complexity of the arrangement, attendees may want to budget around $1000 for their succession plan. That's more than pocket change, but South Shore Farm Succession Program participants will very likely save money. By working with the Planning Team from the start, the attorney drafting the documents will be much more efficient with her or his time.

The registration fee is intended to cover the travel costs and fees of the Planning Team. There is no fee for the Program Facilitator's (Jason Fischbach) time or travel as his role in the program is part of his duties as UW-Extension Agriculture Agent. A portion of the program costs will be met with grant funding from UW-Extension. Rachel Armstrong is able to offer legal training and subsidize her legal service fees in part through funding from the USDA's Sustainable Agriculture Research and Education program and the Risk Management Agency's Cooperative Education grant program.

## What is expected of the farm family?

The program is intended for families committed to developing a farm succession plan. This means being willing to have the hard conversations with family members and the Planning Team, and making some difficult decisions. In addition, each family will need to provide accurate financial information to the Planning Team. Although not every family member will need to be at every meeting, we do expect that all family members are aware and participate in the planning process.

## How many times will we meet?

It all depends on the details of the family and farm business. The goal of the Planning Team is to make every meeting count and be as efficient as possible in meeting the goals of each meeting. Although many of the conversations may be difficult, the Planning Team will help make sure the conversations remain civil and productive.

## We already have a family attorney and accountant, can they participate?

Absolutely. We encourage anyone involved in the farm operation that can help craft a succession plan be part of the Planning Team. After the initial planning sessions, there is no obligation to continue working with the Planning Team. You are free to take what you have developed and work with your own attorney and/or accountant.

## Is the information I share confidential?

Any information shared with the Planning Team is entirely confidential and will not be shared with anyone except as specifically authorized by the farm family as necessary to develop the farm succession plan. The initial training session in March will include all participants in this years program, as peer-to-peer sharing can be a helpful way to discuss farm succession. It will be up to the participants in how they want to interact with fellow participants after the initial training session.

## Are you pushing a particular business arrangement or succession plan?

No. Every farm family and business is different and, thus, every farm succession plan will be different. For example, some farms may have plans that transition management or ownership to the next generation immediately, whereas some farms may have plans that transition management or ownership gradually over a period of many years. For a farm succession plan to be effective it must be tailored to the details of each farm family. As such, we spend considerable time early in the process understanding each farm and family.